



**Town of Arlington, Massachusetts**  
**730 Massachusetts Ave., Arlington, MA 02476**  
**Phone: 781-316-3000**

**webmaster@town.arlington.ma.us**

## **Minutes 12-10-09**

**Meeting Minutes**  
**December 10, 2009**  
**5:30-7:00PM**

**Present:** Emily Vincent, Carlene Newell, John Sofis Scheft, Cindy Starks, Lynn Horgan, Kathy Hirsch, Brian Dietz, Christine Connolly, Jack Flood, Fred Ryan, Bobby Bongiorno, Bryan Gallagher, Charlie Skidmore, Ethel Doyle, Natasha Waden, Caroline Ress, Kim Spencer, Susan Stewart, Jim Feeney, Susan Svencer, Colleen Leger

**Attendees: 21**

### **I. Introductions:**

Member information sheet: Colleen has been asked to distribute a membership list to active members with their contact information and profession/affiliation with AYHSC. This information will help facilitate communication among members outside of Coalition activities. Colleen asked the group if they would be comfortable sharing this information, and everyone agreed that it would be fine.

- Colleen will compile a list and distribute it at the January meeting.

### **II. Upcoming Events:**

YRBS administration: Volunteers needed to monitor hallways and offer support to teachers administering the survey. The survey will be administered on Monday 12/14/09 at 9:00am. Students will have roughly 35 minutes to complete it. Volunteers needed from 8:45-10:00.

Sticker Shock: On Wednesday, 12/16/09, students from the Arlington Youth Council and SADD Club will conduct "Sticker Shock" at the 3 beer & wine stores in Arlington. Materials and instructions for conducting the Sticker Shock Campaign were provided by MADD, which organizes these projects statewide. Students, accompanied by adult Coalition members, will place stickers on all multi-packs of beer, wine coolers and other alcoholic beverages. The stickers include a message warning patrons about the legal consequences of purchasing and providing alcohol for minors. A member of the Youth Council has volunteered to write an article about the event in the AHS newspaper/magazine, and an article about the project will be included in the Advocate as well. It is our hope that this message will reach young people as well, and that they will think twice before asking their older friends and older siblings to risk getting arrested by buying for them.

- Kathy, Colleen and Ellen D. will accompany the students on Wednesday.

Coalition Corner: Colleen asked for topic ideas for upcoming Advocate articles. It was suggested that January's column cover the Sticker Shock project, and that a future column cover the incredible resources and services offered by AYHSC member organizations (Highrock, AYCC, Arlington Boys and Girls Club.)

### **III. Update from Evaluation Committee:**

Tracking progress: The Evaluation committee has implemented a new method for documenting Coalition activities and monitoring progress. This method includes documenting five Coalition outputs,

as discussed in November's meeting. They are as follows: Community Changes, Services Provided, Media, Resources Generated and Organization Improvement.

Volunteer hours: It is important to the process of documenting organizational improvement that Coalition members track their volunteer hours closely and accurately. Volunteer hours also constitute a substantial portion of AYHSC's non-federal funding match for the DFC grant, and it is vital that we document volunteer time in fulfillment of this obligation.

Recording volunteer/in-kind hours: Susan distributed templates for Coalition members to use to record their involvement in AYHSC activities. Susan gave a brief description of the kinds of activities Coalition members should document, and asked that documentation be submitted monthly.

- Feedback: Coalition members would prefer to complete forms at monthly meetings to ensure that hours are submitted regularly. Members will also have the option to submit the forms electronically, should they not attend Coalition meetings.

#### **IV. AYHSC Budget Amendment:**

Carryover Request: The Coalition will request to carryover \$23,253 of unobligated DFC funds from FY09 to the current budget period. Having received the \$100,000 state earmark last year, the Coalition was able to implement Coalition activities and fulfill its DFC year one objectives without spending the full DFC award (\$125,000.) As a result, the Coalition will request to carry over the \$23, 253 into the FY10 budget to help fund the following activities:

Evaluation Services—\$4,900:

The total cost of coalition evaluation by Epiphany Community Services is 13,500, but we had previously written \$8,600 into the FY10 budget for evaluation, and we will put that money towards this contract.

Diversion program—\$10, 593:

Last year, AYHSC used DFC funding to help pay for the new Diversion Coordinator position. The Diversion Coordinator has since been tasked with bringing the fledgling Diversion program to scale in Arlington-- a critical task step to increasing local enforcement of youthful offenses. AYHSC will request to use carryover money, along with money previously budgeted for other purposes, to help fund this position in FY10.

Youth Council Advisor Stipends— \$3,200:

The Youth Council advisors will continue to provide guidance and direction to the student members of the AYHSC. Now that the Youth Council is fairly well established and meeting regularly, the two advisors will assist them in coordinating projects related to the Coalition.

Community Forum—\$2,100:

For the Coalition's annual community event, we are requesting \$2,100, which we will use to pay for materials, promotion and the main presentation.

CADCA—\$2,460:

Finally, we have requested \$2,460 to pay for membership dues for CADCA (Community Anti-Drug Coalitions of America), and to pay for 4 coalition members to attend the Midyear Training next summer.

Feedback: Coalition members approved of the requested amounts for each of the activities/services.

#### **V. Community Forum**

Request for ideas: The Annual Community Forum will be held on March 18<sup>th</sup> this year. We only have 2 monthly Coalition meetings prior to the event, and we would like to hear your ideas for this year's forum. We will have new YRBS data from both the middle school and high school by then, so we will probably present some of the findings that night. Thoughts?

Feedback:

AYHSC needs to do a better job of promoting the event, and of encouraging participation of all community members, not just parents of youth.

It was suggested that we generate "save the date" flyers/postcards, and that we personally invite storeowners and other community businesses.

Panel of experts has been well received in the past. Some members would like to see it included again.

When presenting YRBS data, it is important to inform the community of emerging trends.

Be creative in capturing the community's attention: "Come meet the Arlington youth..." "Is this what we want for our youth? Here's how you can make a difference..."

Important to highlight the positive trends, and what young people are doing well (i.e. not one incident at the most recent Jr./Sr. semi)

Parents and community members like to hear about what they can do to offer support to young people, and to help prevent youth from engaging in problematic behaviors.

Small group discussions: community members like to hear directly from youth

## **VI. Adjournment**

Official Coalition business concluded at 6:40. Members were encouraged to stay to socialize and enjoy more dinner and dessert in celebration of the holidays.